Meeting Name	Oregon Council on Developmental Disabilities Executive Committee		
Date and Time	4 December 2023 2:00PM-3:00PM		
Location	Zoom		

Desired Outcomes:

• Finalize December Council meeting agenda and materials

Agenda

	Agenda					
Time	Activity/Topic	Presenter	Purpose			
2:00PM- 2:05PM (5 mins)	Welcome/Call to Order Public Meeting Reminder Expectations Ground Rules Role Call	Chair	Informational			
2:05PM 2:10PM (5 mins)	Agenda Overview and Approval Read Agenda Vote to approve Agenda	Chair	Vote			
(5 mins) 2:10 PM- 2:20PM (10 mins)	Old Business 1) Review 9 Nov 23 Minutes Vote to approve Prior Minutes Postponed and Unfinished Business 2) Bylaws Review Committees and Roles and Responsibilities Council Dates 3) DOJ Guidance: Committees Private computers Approving Prior minutes 4) Council membership and roster 5) Update on contracts: Facilitator (Federal funds) Family Networks (State funds)	r	Informational/vote			

2:20 PM-	New Business		
2:45 PM (25 mins)	December meeting materials Finalize December Council Meeting agenda	Chair/Executive Director	Informational
2:45 PM 2;50 PM (5 mins)	Public Comments	Chair	Informational
2:50 PM- 2:55 PM (5 mins)	Set next meeting date/ vote to adjourn	Chair	vote

Next Meeting

[day, date] [time] [location or Zoom link]